



Dog House Drop-In Camp Reduced Fee Application Instructions Columbia Neighborhood Center

How do I get my child approved for the reduced fee?

1. Apply in person at Columbia Neighborhood Center (CNC), 785 Morse Ave., or the Sunnyvale Community Center, 550 E. Remington Dr.
2. Applications accepted April 11 to July 25, 2016.
3. **Once a child is approved for the reduced fee, parent/guardians still need to sign up for the camp. Approval does not guarantee placement in the program.**

How do I sign my children up for the camp?

1. Dog House is a drop-in camp. Children must register and pay the drop-in fee each day at the Columbia Middle School camp site.
2. Space in the camp is on a first come first served basis.

Who is eligible to receive the reduced fee?

Sunnyvale residents with children between 6 and 13 years old who either

- Receive the Free or Reduced Lunch Program, **or**;
- Qualify through Household Income Eligibility

Three ways to qualify for the reduced fee:

1. **Option 1: Verify that your Child is a Current Recipient of the Sunnyvale Fee Waiver Program**
 - a. Call 408-730-7374 to confirm that your child is a recipient of the Fee Waiver Program and request that your child's name be placed on the reduced fee list for Dog House Camp.
2. **Option 2: Show Proof that your Child is a Recipient of the Free or Reduced Lunch Program (bring copies of all items listed below to CNC or Sunnyvale Community Center)**
 - a. Current letter from your School District stating your child has been approved for the Free or Reduced Lunch Program
 - b. Birth certificates for each child NOT listed on the letter from the school
 - c. Picture ID for **each** parent/guardian listed on the application
 - d. One **current** bill (utility or credit card) dated within the last 30 days

Your application will be processed while you wait.
3. **Option 3: Apply Through Household Income Eligibility (bring copies of all items listed below to CNC or Sunnyvale Community Center)**
 - a. Documents verifying participation in Food Stamps or CalWORKs or Kin-Gap, or SSI/SSDI, if applicable;
 - b. Income Tax Return **with** W2's and pay check stub issued within the last 30 days (This is not required if you provide any of the documents listed in 3a.)
 - c. Picture ID for **each** parent/guardian listed on the application
 - d. One **current** bill (utility or credit card) dated within the last 30 days
 - e. Birth Certificate for each child on the application

Staff will collect your application and respond within five business days.



Dog House Drop-In Camp

Application Approval Form to Qualify for Reduced Fee

Columbia Neighborhood Center

Camp runs June 13 to August 5, 2016 at Columbia Middle School, 739 Morse Ave., in the Multi-Use Room

	Morning Camp	Afternoon Camp	Full Day Camp
Hours	8:30 a.m. – 12:30 p.m.	1:30 p.m. – 5:30 p.m.	8:30 a.m. – 5:30 p.m.
Reduced Fee	\$3 per day	\$3 per day	\$6 per day
Regular Fee	\$22 per day	\$22 per day	\$44 per day

Parent Guardian #1: First Name: _____ Last Name: _____

Parent Guardian #2: First Name: _____ Last Name: _____

Address: _____ Zip Code: _____

Home Phone: _____ Work Phone: _____ Cell Phone: _____

Email Address: _____

Children/Legal Dependents:

First Name: _____ Last Name: _____

Age: _____ Birth Date: ____/____/____

First Name: _____ Last Name: _____

Age: _____ Birth Date: ____/____/____

First Name: _____ Last Name: _____

Age: _____ Birth Date: ____/____/____

First Name: _____ Last Name: _____

Age: _____ Birth Date: ____/____/____

Parent/Legal Guardian Signature: _____ Date: ____/____/____

Print Name: _____

For Office Use Only: Activity 732000.DH

Date Received: _____

Staff Initials: _____

Date approved or declined: _____

Staff Initials: _____